

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

455 Avenue Alhambra, #6 ~ P.O. Box 335 ~ El Granada, California 94018
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MINUTES

BOARD OF DIRECTORS MEETING

January 4, 2001

1. CALL TO ORDER: President Joe Carlevaris called the meeting to order at 7:36 p.m. at the Granada Sanitary District Office, El Granada.

2. ROLL CALL: Attending were: President Joe Carlevaris, Vice-President Fran Pollard, Secretary Leonard Woren, and Board Member Leni Schultz. Treasurer Laura Stein was absent.

Attending staff were: Legal Counsel Jonathan Wittwer, Engineer Howard Hoffman, Administrator Gina Holmes, and Assistant Administrator Delia Comito.

GENERAL PUBLIC PARTICIPATION: There was no public participation.

CONSENT AGENDA:

1. Approval of meeting minutes for September 5, 2000 and 2. Approval of meeting minutes for December 18, 2000: Woren moved to table the minutes until the next regular Board of Directors meeting. (Woren/Schultz) 4-0

3. Approval of warrants totaling \$97,034.09: Pollard moved to approve warrants. (Pollard/Woren) 4-0

ACTION AGENDA:

4. Discuss/consider approving action agendas and timelines for District Board 2001 calendar year goals:

- **Community Services District:** The Board agreed to MCTV and HMB Review ads, and a post office handout to inform the community of the proposed public meeting. **Woren moved to authorize the Community Services District (CSD) Committee to arrange a special meeting between the Granada Sanitary District and the Mid-coast Community Council for a presentation on the proposed GSD reformation to a Community Services District. The motion was amended to include approval of the special meeting to be held at El Granada School at the Granada Sanitary District's expense. (Woren/Schultz) 4-0**
- **District Land and Facilities:** Holmes informed the Board of the status of the Request for Proposal (RFP). Woren requested a follow up letter to firms the RFP was sent that requests a response by a certain date. Woren would personally speak with Chris Ridgeway Architect.
- **District Employee and Contract Staffing Issues:** Holmes distributed a memo from staff requesting the Board to consider Administrative Staff's input on staffing issues.

- Residential Wastewater Usage Based Charging: After discussion, **Woren moved that the Board request District Engineer to produce an outline of the work involved in converting to a usage-based charging system for residential wastewater use. (Woren/Schultz) 3-1 (Pollard abstained)**

5. Discuss/consider identifying additional District Board 2001 calendar year goals:

Woren suggested that the Board consider the SAM plant permit requirement to include service area boundaries. Wittwer stated it would be addressed as part of any CSD reorganization process.

Carlevaris questioned maintaining current rates due to PG&E problems, and its affect on SAM Plant operation. Woren suggested possibly agendizing the issue to include rising gas prices. Carlevaris also asked Hoffman about a timeline for the Naples Beach pump station design or whether it will go on the next CIP. Woren requested the Board to direct Hoffman to pursue putting the issue on the Sewer Authority Midcoastside (SAM) agenda.

6. Discuss/consider designating members to Budget and Finance Committee, Assessment District Committee, District Facilities Committee, and Community Services District Committee:

Woren briefed the list of existing standing and ad hoc committees. **Woren moved that the Board Treasurer be on the Budget & Finance Committee. Schultz agreed to step down from that committee. After discussion, Woren amended his motion to include dissolving the Assessment District Committee, to be reformed ad hoc if necessary. (Woren/Schultz) 4-0**

The Board agreed to maintain the ad hoc Site Search and Land & Facilities committees.

DIRECTORS' COMMENTS:

7. SAM Director's report: Per Director Woren, SAM did not hold a meeting in December and therefore, there was no report.

INFORMATION CALENDAR:

8. Administrator's Report: Holmes informed the Board of the new playback day on MCTV for the video cable casting of GSD Board meetings, which will be the Monday following the Board meeting at 7:00 p.m. Holmes also suggested agendizing Board consideration of discontinuing taping Board meetings. Woren requested that a presentation on the Little Hoover commission report run concurrent with agendizing the proposal to discontinue taping.

9. Engineer's Annual Inflow and Infiltration Report: Hoffman reviewed the annual I&I report with the Board.

10. Attorney's Report: Wittwer acknowledged Mr. Clark, attorney for Eugene VanDyk, who was in the audience. Wittwer advised Mr. Clark that the outcome of the Closed Session Agenda item would be announced upon reconvening to Open Session. Wittwer also informed the Board that he was waiting to determine whether it was necessary

to work on a letter to US Bank regarding the services they provide to the District, and that he was still checking into if there was a labor law requiring employers to have a written personnel manual.

At 9:25 p.m. the Board agreed to a 10-minute break. The meeting resumed at 9:37 p.m. **Woren moved to reorder the agenda placing item #12-Closed Session before item #11-Set Future Agenda. (Woren/Schultz) 4-0**

CLOSED SESSION:

12. Conference with Legal Counsel: Anticipated Litigation: Significant exposure to litigation, pursuant to Government Code Section 54956.9(b) (No. of potential cases: 1)

Board President Carlevaris read the Government Code section of the Agenda item and then adjourned to Closed Session at 9:38 p.m.

13. RECONVENE TO OPEN SESSION:

The meeting reconvened to Open Session at 10:50 p.m. **Carlevaris announced that no REPORTABLE Board action was taken during the Closed Session.**

Director Schultz excused herself from the meeting before reconvening to Open Session.

11. SET FUTURE AGENDA:

The Board discussed Agenda items for the January 18, 2000 Board meeting.

14. ADJOURNMENT:

At 11:01 Woren moved to adjourn the meeting. **(Woren/Pollard) 3-0**

DATED: April 19, 2001

Submitted by:

Approved by:

DELIA COMITO, Assistant Administrator

LEONARD WOREN, Board Secretary